

**BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

MEETING DATE: APRIL 17, 2002

DIVISION: COUNTY ADMINISTRATOR

BULK ITEM: YES

DEPARTMENT: COUNTY ADMINISTRATOR

AGENDA ITEM WORDING: Approval of the appointment of Jim Malloch, Bruce Waite, and Mike Ozegovich, each serving a two year term, to the South Florida Workforce Development Board, formerly known as the JEP Board, effective July 1, 2002.

ITEM BACKGROUND: Originally, Monroe County had 6 members on the JEP Board. However, at the request of the State, the JEP Board, now known as the South Florida Workforce Development Board, has been reduced from 64 members to 45 members so as to make a smaller but more effective board, thereby reducing Monroe County members from six to three.

PREVIOUS RELEVANT BOCC ACTION: In prior years, the BOCC has approved 3 members annually.

CONTRACT/AGREEMENT CHANGES: Terms will be from 7/1/02 to 6/30/04.

STAFF RECOMMENDATION: Approval

TOTAL COST: N/A

BUDGETED: N/A

COST TO COUNTY: N/A

REVENUE PRODUCING: N/A

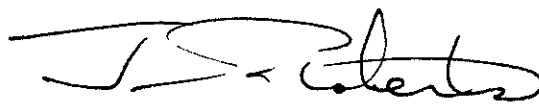
AMOUNT PER MONTH /YEAR:

APPROVED BY: County Attorney N/A

OMB/Purchasing N/A

Risk Management N/A

DIVISION DIRECTOR APPROVAL

  
JAMES L. ROBERTS, County Administrator

DOCUMENTATION: Included ☒ ☒ ☒

To Follow

Not Required

AGENDA ITEM #

T2

DISPOSITION: \_\_\_\_\_

**Reconfiguration Status Report and Approval of  
Reconfiguration Actions**

**RECOMMENDATIONS:**

Approval is recommended for the attached draft Interlocal Agreement between the SFW Board and SFETC, as modified if at all by the outcomes of the joint SFETC/Executive Committee meeting scheduled for March 25th. It is recommended further that the Board approve the attached (or a modified set of) appeal procedures to facilitate our moving forward with funding decisions and providing appropriate procedures for the exercise of appeal rights. In addition, it is recommended that the Board review and discuss the implications of the projected Board reconfiguration and By-Law amendments.

**BACKGROUND**

Workforce Florida raised a number of concerns about the Region 23 governance structure when they requested a Performance Improvement Plan. They suggested the need to reconfigure the Board's size and membership as well as its internal processes for exercising its oversight functions. They suggested further that the relationship between the South Florida Workforce Board and the South Florida Employment and Training Consortium needed to be reconfigured to more adequately reflect the requirements of the Workforce Investment Act.

As a result, with the assistance of Nancy Thompson, Executive Director of Region 17 (Polk County), the SFW and SFETC representatives and staff have developed four documents that set forth the changes that are recommended to reconfigure the Region's governance structure.

Each of these are provided in the attachments that follow:

- A. **Board Reconfiguration Analysis:** Attachment A compares the membership structure of the current 64-member SFW Board with the 45-member Board structure that has recently been adopted by SFETC. The new Board that will be seated on or about July 1, 2002 will be appointed by the Consortium jurisdictions to reflect this new configuration. The terms of almost all current Board members expire by June 30, 2002. The Consortium jurisdictions may reappoint current Board members or appoint new nominees for these seats.

Staff will provide an overview of the key implications of this reconfiguration, especially as it affects service providers currently serving on the Board.

- B. **Amended Board By-Laws:** Attachment B provides a final set of amended Board By-Laws that reflect the changes agreed to at the Board's retreat in December. Final revisions of these By-Laws awaited SFETC's decision on the Board's configuration as reflected in Attachment A. These By-Laws are provided to the Board for open discussion and review at this time, with final action on the to be taken by the Board at its May meeting. The key changes include the following:

- Board members are required to participate actively at both the Board and committee level in order to retain their seats.
- Board members may not send designees to attend on their behalf. Incumbents of specific CEO titles are no longer specified as mandated seat holders; therefore, organizations that previously names designees to attend on behalf of their CEOs are in a position to nominate other high-ranking individuals to the Board who will in fact attend and participate actively in the work of the Board.
- Committees will no longer add Associate Members who are not Board Members except as mandated in federal of state legislation, as in the case of mandated membership categories for the Youth Council and High-Skill/High-Wage Jobs Committee that are not necessarily membership categories represented on the Board.

- Standing committees were added in the following categories: Finance Committee, Marketing Committee, Employer Services Committee, and Legislative Committee.
- The new Board Executive Committee is limited to current officers and Committee Co-Chairs.

#### **C Approval of Revised Board-LEO Agreement and Associated Redistribution of Staff Functions**

Attachment C-1 presents a functional analysis of the revised governance structure, distributing functions among three entities:

- the South Florida Employment and Training Consortium (SFETC), functioning as representatives of the Region's Local Elected Officials
- the SFETC, functioning as the Administrative Entity designated by the South Florida Workforce Board to carry out the work the Board assigns to it as its administrative entity
- the South Florida Workforce Board as the Region's workforce board.

This functional analysis has been presented to the Board's Executive Committee and to the SFETC Board. The two have had separate discussions that appear to be producing a consensus on this division of functions. It is expected that the SFW Executive Committee and the SFETC representatives will agree to this functional analysis at their joint meeting on Monday, the 25th. Staff will report back on this at the March 27th Board meeting.

Attachments C-2 and C-3 present hypothetical Tables of Organization that would reflect staffing structures that might be implemented to carry out the functional distribution of responsibilities depicted in Attachment C-1.

Attachment C-4 is the draft Interlocal Agreement that will be reviewed at the joint meeting on the 25th, describing this functional analysis in terms of an agreement between the South Florida Workforce Board and the SFETC. Legal counsel for both SFW and SFETC have had input into the wording of this draft document. The joint meeting will focus on finalizing this Agreement so that it can be presented to both Boards for final action at their meetings on March 27th. The Improvement Plan Timetable approved by Workforce Florida called for an Interlocal Agreement of this kind to be executed by March 31st.

#### **D. Revised Appeal Procedures:**

In light of the revised governance procedures summarized above, changes are needed in the Region's appeal procedures. For instance, one-stop operators are selected by the SFW Board and SFETC; therefore, appeals on the selection of one-stop operators require participation by both Boards in the appeals process. Funding decisions on intensive service providers or youth organizations, for instance, are made by the SFW Board alone; therefore, appeal procedures for these funding processes require the participation of the SFW Board alone.

Attachment D presents draft appeal procedures that have been prepared by Maria Abate, SFW Board Legal Counsel. These draft procedures will be reviewed at the joint meeting of the SFW Executive Committee and SFETC representatives on the 25th. Ms. Abate will summarize these procedures and the outcomes of the discussions on the 25th. It is recommended that the Board approve revised appeal procedures at the March 27th Board meeting.

**SOUTH FLORIDA WORKFORCE  
BOARD (SFWB) RECONFIGURATION**

	<b>CURRENT BOARD 64 MEMBERS</b>	<b>RECONFIGURED BOARD 46 MEMBERS</b>
<b><u>Private Sector</u></b>		
Private Sector/Business	33	24
Private Sector Education	2	2
<b>Sub Total</b>	<b>35</b>	<b>26</b>
<b><u>Public Sector</u></b>		
Economic Development	2	1
Community Based Organizations	7	3
Labor	4	3
Education/Public	4	2
Agency for Workforce Innovation (AWI)	1	1
Vocational Rehabilitation (VR)	1	1
Public Assistance	1	1
Elder Affairs	1	0
Local Elected Officials	2	1
One Stop Partners	6	6
<b>Sub Total</b>	<b>29</b>	<b>19</b>
<b>TOTAL</b>	<b>64</b>	<b>45</b>

## CURRENT MONROE COUNTY APPOINTEES

<u>Representation Category</u>		<u>Current Member</u>	
CBOs	Monroe County had 1 CBO seat and continues this on new Board, as proposed.	Waite, Bruce (02)	Service Provider conflict of interest but there is no other CBO that Monroe County has been able to identify for this seat. He is one of the most active and valuable members of the current Board and has been on the Board for many years. He is one of the most knowledgeable of Board members, of the WIA, WT, and Voc Rehab systems, and also operates the one-stop front-end in the Gainesville Region. He is the Board's Vice-Chair for Monroe County, and is active on the Executive Committee and the committee structure. He is able to articulate the position of Service Providers and would be a good voice for Service Providers while able to keep this in perspective of the needs of the larger system, tempering that conflict of interest. Generally attends Board meetings and Executive Committee meetings.
Labor	Monroe had and keeps this one labor seat on the new Board.	Ozegovich, Mike (02)	Active Board Member and member of Executive Committee. Chairs Welfare-to-Work Committee. Participates actively at Board, Executive Committee and committee level.
Education/ Public	These seats are eliminated on new Board.	Seeker, William (01)	President of Florida Keys Community College has been on Board as mandated seat since 1983 and never attended a meeting.
		Lannon, Michael (02)	Superintendent of Monroe Schools attends once a year. Does not participate in committee structure.
LEOs	Monroe had one LEO seat and keeps it on the new Board.	Malloch, Jim (03)	Generally attends Board meetings. Does not generally participate in the committee structure.
Private Sector: Business	Monroe had one seat but is willing to give this up in the new Board structure because they have so much difficulty getting active participation.	Vacant	Gale Killion resigned this year. She has tried to attend once a year and even that has been a problem.